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Class Specification  
for the Class:AQUACULTURE DEVELOPMENT PROGRAM MANAGER  
(AQUACULTURE DEV PROGRAM MGR)Distinguishing Characteristics:

This position serves as the manager in charge of the Aquaculture Development Program and also as the departmental resource to the Office of the Chairperson on matters relating to aquaculture. This class involves responsibility for planning, coordinating, directing and participating in the activities of the Aquaculture Development Program to successfully implement the short- and long-term aquaculture development goals, objectives and policies of the State; the coordination of aquaculture activities with international, Federal, State, County and various organizations; the promotion of aquaculture in Hawaii as a viable major industry; the conduct of necessary research required to support these development functions; and the dissemination of information to the public.

Work is performed under the general direction of the Chairperson of the Board of Agriculture. Guidelines include State and Federal laws, rules and regulations, and general administrative guidelines, policies, directives, rules and regulations. Contact with local, national, and international public officials, businessmen and scientists concerned with aquaculture is extensive and includes working with a panel of experts which reviews proposals for development projects to be funded and recommends their findings to this position.

**Examples of Duties:** *(Positions may not be assigned all of the duties listed, nor do the examples necessarily include all of the duties that may be assigned. This does not preclude the assignment of duties that are not listed.)*

Develops plans, operating policies and procedures for aquaculture development based upon the broad economic development goals, objectives and policies of the State; promotes economic development efforts in aquaculture; serves as departmental resource to the Office of the Chairperson on matters relating to the aquaculture development program; responsible for the solicitation and formulation of the program's research, development and demonstration project budget; recommends programs, projects and activities necessary to develop aquaculture into a major Hawaii industry; directs the preparation of annual and special reports on programs, projects, activities and accomplishments; coordinates program activities with international, Federal, State, County and private organizations, groups and individuals to maintain optimum

effectiveness of program activities; directs the preparation of testimony for the legislature and communicates Hawaii's aquaculture development needs to the State's congressional delegation; coordinates and participates in the dissemination of information about Hawaii's aquaculture industry to a wide variety of audiences; as designated, represents the Chairperson's Office and serves as a member of various aquaculture-related advisory groups, committees and/or councils; participates in Chairperson's semi-monthly departmental staff meetings relative to program and management issues, plans, priorities and direction; assumes responsibility for and coordinates the effective and efficient handling of budgetary and personnel matters.

Knowledge and Abilities Required:

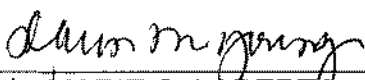
Knowledge of: Principles and potentials of aquaculture and aquaculture development; aquaculture species, technologies, resources, management options and markets; the State's aquaculture plans, policies and development objectives; organizations/programs concerned with aquaculture development; sources of information regarding aquaculture; public relations; principles and practices of supervision and management; public administration and personnel management.

Ability to: Plan, coordinate and direct the activities of an aquaculture development program; plan, solicit and recognize development-oriented aquaculture research and activities; establish and maintain effective working relationships with international, Federal, State, County and private organizations, groups and individuals; prepare and justify operating and CIP budgets; prepare clear and concise reports; speak effectively before groups; communicate effectively both verbally and in writing; recognize and encourage economic development opportunities for the State; assign, supervise, review and coordinate the work of others; develop objectives and policy options that achieve statewide aquaculture development.

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This is an amendment to the specification for the class AQUACULTURE DEVELOPMENT PROGRAM MANAGER (AQUACULTURE DEV PROGRAM MGR), which was approved on October 16, 1989.

DATE APPROVED: March 28, 2008

  
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MARIE C. LADERTA  
Director of Human Resources Development